

Distributed at Meeting		
Board	Date	Item #
JI	12/12/2002	4
TR	12/12/2002	4
WR	12/12/2002	3
ETF	12/13/2002	7

**STATE OF WISCONSIN
DEPARTMENT OF EMPLOYEE TRUST FUNDS
801 West Badger Road
Madison, WI 53702**

CORRESPONDENCE MEMORANDUM

DATE: December 10, 2002

TO: Employee Trust Funds Board
Teachers Retirement Board
Wisconsin Retirement Board

FROM: Christina Licari, Board Liaison

SUBJECT: March 2003 Meeting Dates

In order to be consistent with contractual arrangements made with our meeting space provider, the Sheraton Madison Hotel, we find a need to change the March 2003, meeting dates as follows:

Previously approved dates: March 20-21, 2003 (Sheraton Madison Hotel)

Proposed new dates: March 13-14, 2003 (Sheraton Madison Hotel)

We ask that each Board, in their respective meetings, take action to modify the meeting dates as proposed by staff.

Thank you.